

CHIEF ANALYST

PURPOSE AND NATURE OF WORK

Position is responsible, through a small professional staff, for development of the Utility system's retail electric, and retail / wholesale water and waste water rates, its budget, financial reports and analyses, and its performance measurement program. Incumbent works under the general direction of the Customer and Support Services Manager and has supervisory responsibility for a small staff of analysts.

ILLUSTRATIVE EXAMPLES OF WORK (Note: These examples are intended only to illustrate the various types of work performed by the incumbent in this class. All of the duties performed by the incumbent may not be listed.)

Leads, oversees and participates in development of utility rates charged retail electric, and wholesale water and waste water consumers, that recover costs of providing the services while remaining competitive. Supports and performs all rate related matters of customer acquisition, retention, service contract negotiation, including the analyses of bills, negotiating adjustments and implementing them. Reviews and participates in preparation of complete analyses of and reports and recommendations concerning the economics of a 50 % owned coal fired generation unit. Oversees preparation of the utility department's budget, and all financial reports it provides. Supervises quantifying costs of Lafayette Utility System's operations, the comparison of them with other, similar utilities, and initiation of improvements in efficiency. Keeps abreast of the legislative, regulatory, and competitive environment, identifies opportunities or disadvantages to the Utility and initiates appropriate actions. Performs related work as required.

NECESSARY KNOWLEDGE, ABILITIES, AND SKILLS (include, but are not limited to)

- Thorough knowledge of rates schedules of the Lafayette Utility System and of its competitors.
- Thorough knowledge of methods of rate development for retail electric and all water / waste water customers, and regulations affecting.
- Through knowledge of utility accounting, financial analyses and budgeting.
- Knowledge of the utility's organization, facilities and operations.
- Knowledge of methods of forecasting, projection and descriptive statistics.
- Ability to quantify measures of operating efficiency, perform comparison, communicate these to management and obtain improvements in performance.
- Ability to form and maintain effective working relationships with officials of other utilities, elected officials, employees, and the public.

DESIRABLE TRAINING AND EXPERIENCE

Baccalaureate degree in Accounting, Finance, Business Quantitative Analysis or related field, with prior experience in utility accounting, financial reporting, quantitative financial analysis, retail rate development and performance measurement, or an equivalent combination of education and experience.